



TOWN OF GRAFTON

GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD
GRAFTON, MA 01519

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2022 FEB -8 1 AM 9:21

Library Planning and Building Committee MINUTES

Remote meeting / Zoom only- Monday, January 24, 2022 6:00p.m.

In attendance: Lisa Rice, member at large; Beth Gallaway, Library Director; Mary Fritz, Chair; Julie Grace, Co-chair; John Stephens, Historic District Commission representative; Andy Jefferson, Finance Committee liaison; Doug Bowman, Board of Library Trustees and Prabhu Venkataraman, Planning Board liaison. Doreen DeFazio, Selectboard representative.

Absent: Doreen DeFazio, Selectboard representative

Guests: Andy Deschenes; Mark Sullivan, OPM; Ken Best and Ron Paolillo, DRA

Call to Order : Mary Fritz called the meeting to order at 6:02 p.m. Mary read the zoom meeting guidelines. Roll call was taken.

The meeting was conducted remotely and the Zoom meeting link was provided to the public.

I. Review and approve bills

- A. Pay out #25 \$10,446.58. By paying this it leaves a balance for the punch list items and Veterans for the work they need to do for the controllers. This reconciles the change orders and the contingencies with a negative \$71,000 difference, which means that the project saves this money/ the bottom line goes up by this amount. Lisa Rice made a motion and Julie Grace seconded. Motion passed.
- B. PCO # 115R1 \$9,296.03 This is for the gate at the bottom of the stairs. The original gate is heavy and could potentially scratch the floor. The original gate is 200 pounds and the new gate is going to weigh 100 pounds. Lisa Rice made a motion to put this project forward and Beth Gallaway seconded. Motion passed with a vote of 7 yes and 1 no.
- C. PCO #123 \$3,992.89. For the carpet in the director's office. John Stephens made a motion to replace the carpet in 216. Andy Jeffereson seconded. The motion has been withdrawn. Members should visit the library to review the issue. The group will discuss this at the next meeting in two weeks.
- D. PCO #124 \$1,865.07. Work has been done for the entry way door. Lisa Rice made a motion to put this project forward and Doug Bowman seconded. Motion passed with a vote of 7 yes and 1 no.

Mary asked the group to send the conflict of interest form to her so that she can bundle everyone's and send all the sheets to her via email.

II. Public Input

- A. None

X. Next meetings:

- A. February 7, 2022 6:00pm - Zoom
- B. March 7, 2022 6:00 pm - TBD

XI. Adjournment

Lisa Rice made a motion to adjourn at 6:50 pm. John Stephens seconded. Motion passed.